DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, California 95814

August 24, 2001

ALL COUNTY LETTER NO: 01-57

TO: ALL COUNTY WELFARE DIRECTORS
ALL WELFARE-TO-WORK COORDINATIORS

ALL CALWORKS PROGRAM MANAGERS
ALL FOOD STAMPS PROGRAM MANAGERS



REASON FOR THIS TRANSMITTAL

[] State	Law	Change
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[] Federal Law or Regulation

Change

[] Court Order

[] Clarification Requested by One or More Counties

[X] Initiated by CDSS

SUBJECT: SAFE AT HOME CALIFORNIA CONFIDENTIAL ADDRESS

PROGRAM

REFERENCE: ACIN I-11-00, WELFARE AND INSTITUTIONS CODE SECTION

11495-11495.40

The purpose of this letter is to provide counties with information regarding the Safe at Home California Confidential Address Program (Safe at Home) for victims of domestic abuse or stalking who have escaped or are escaping an abusive environment to avoid further victimization.

BACKGROUND

On July 1, 1999, the Secretary of State implemented the confidential Safe at Home Program to help survivors of domestic abuse remain safe once they have escaped an abusive situation. Under the Safe at Home Program, established by state legislation (Senate Bill 489, Chapter 1005/98-Alpert), each certified participant is assigned a substitute Post Office (P.O.) address to use in place of a home, work or school address, which becomes confidential upon enrollment in the Safe at Home program. State and local agencies that maintain public records are required to accept the Safe at Home substitute address. The County Welfare Departments (CWD) do not create public records as identified in Section 6205 through 6211 of Chapter 3.1, Division 7 of Title 1 of the Government Code, and therefore, are not required to participate in the Safe at Home Program. However, the California Department of Social Services strongly supports and encourages counties to participate in this program to the extent necessary to ensure domestic abuse victims remain safe.

ELIGIBILITY FOR THE SAFE AT HOME PROGRAM

In order to qualify for the Safe at Home Program, applicants must enroll and provide specified information regarding being a victim of domestic abuse or stalking to the local agency operating the program, designated by the Secretary of State.

Page Two

Specific requirements can be acquired from the local agency. A county listing of agencies is attached.

The application process includes a requirement that the applicant meet with a victims' assistance counselor and receive orientation information about the program. Individuals who are applying for California Work Opportunity and Responsibility to Kids (CalWORKs) cash assistance and who are interested in obtaining a confidential address may be provided information about Safe at Home and should be referred to a designated agency or the Secretary of State's toll free number 1-877-322-5227. Applications for a confidential address are forwarded by the designated agencies to the Secretary of State's office for certification.

IMPACT ON FOOD STAMPS ELIGIBILITY

The address shown on the Safe at Home Program card can be accepted as the substitute address for applicants and recipients of food stamps. Proof of residence is not a condition of eligibility, and food stamps cannot be denied if an applicant does not have a fixed mailing address. County residency must be verified, but this can be accomplished through documentary evidence or collateral contact. If the CWD agrees to use the Safe at Home address, the recipient should be advised of the possible delay in receipt of his/her food stamps or Authorizations to Purchase because of the time required to forward mail to another address.

IMPACT ON CalWORKs ELIGIBILITY

As stated above, under the Safe at Home Program, the individual is provided with a substitute P.O. Box mailing address and a substitute (fictitious) street address. Participating counties can accept Safe at Home substitute addresses for applicants and recipients of CalWORKs. An exception to this rule occurs when factors affecting eligibility or apparent eligibility, such as in cases of immediate need, diversion or suspected fraud, cannot be satisfactorily determined without a home visit. In these instances, the applicant/recipient is required to provide the actual residence address.

Counties must use every safeguard measure to ensure that cases identified as a Safe at Home case are unavailable to the general employee population within the CWD. All case records within a CWD are considered confidential, but when it is necessary to obtain the actual residence address, this information is to be maintained in the case file only or in some other secure manner, and is not to be entered on any computer/automated system. Continue to use the Safe at Home P.O. Box and fictitious street address on all computer generated documents.

If your county is interested in obtaining more information and/or brochures about the Safe at Home Program, please contact the Safe at Home Confidential Address Program

Page Three

Manager or Analyst at (916) 653-1769, or visit the website at www.ss.ca.gov/safeathome. For other questions contact the following:

- Regarding CalWORKs cooperation requirements Linda Lattimore at (916) 653-5830.
- Regarding general CalWORKs confidentiality requirements Eden-Marie Eulinbourgh at (916) 653-4992.
- Regarding Food Stamps eligibility Frederick Hodges at (916) 653-7973.
- Regarding CalWORKs Domestic Abuse Services CDSS Work Support Services County Analyst at (916) 654-1424.

Sincerely,

Original document signed by Bruce Wagstaff On 8/24/01 BRUCE WAGSTAFF Deputy Director Welfare to Work Division

Attachment

Safe At Home Enrolling Agencies by County

Alameda County		
Family Violence Law Center	Berkeley	(510) 540-5370
Shelter Against Violent Environments (SAVE)	Fremont	(510) 574-2250
Emergency Shelter Program	Hayward	(510) 581-5626
Tri Valley Haven for Women	Livermore	(510) 449-5845
A Safe Place	Oakland	(510) 636-4747
Victim/Witness Assistance Division Alameda County District Attorney's Office	Oakland	(510) 272-6180
Bulding Futures with Women & Children	San Leandro	(510) 357-0205
San Leandro Community Counseling	San Leandro	(510) 638-6603
Alpine County	<u> </u>	,
South Lake Tahoe Women's Center	South Lake Tahoe	(530) 544-2118
Victim/Witness Alpine County Probation Dept.	Markleeville	(530) 694-2192
Amador County		,
Victim/Witness Center	Jackson	(209) 223-6474
Operation Care	Jackson	(209) 296-4110
Butte County		
Catalyst Women's Advocates, Inc.	Chico	(530) 343-7711
Catalyst Women's Advocates, Inc.	Oroville	(530) 532-6427
Victim/Witness Assistance Center Butte County Probation Dept.	Oroville	(530) 538-7340
Calaveras County		
Calaveras Women's Crisis Center Human Resource Council	San Andreas	(209) 736-4011
Colusa County		
Casa de Esparanza	Yuba City	(530) 674-5400
Victim/Witness Assistance Center Colusa County Probation Department	Colusa	(530) 458-0659
Contra Costa County	·	
Battered Women's Alternatives	Concord	(925) 838-0866
Victim Witness Assistance Center Contra Costa County	Martinez	(925) 313-4174
Probation Dept.		
Del Norte County		
Victim/Witness	Crescent City	(707) 464-7273
El Dorado County		
South Lake Tahoe Women's Center	South Lake Tahoe	(530) 544-2118
El Dorado Women's Center	Placerville	(530) 626-1450
Victim/Witness Assistance Center	Placerville	(530) 621-6492
Fresno County		
Marjaree Mason Center	Fresno	(559) 237-4706
Victim/Witness Assistance Center Fresno County Probation Department	Fresno	(559) 488-3425
Glenn County		
Catalyst Women's Advocates, Inc.	Chico	(530) 343-7711

Victim/Witness Human Resource Agency Humboldt County Humboldt Women for Shelter Victim/Witness Assistance Center Humboldt County District Attorney's Office	Willows Willows Eureka Eureka El Centro	(530) 934-6510 (530) 934-6510 (707) 444-9255 (707) 445-7417
Humboldt County Humboldt Women for Shelter Victim/Witness Assistance Center Humboldt County District Attorney's Office	Eureka Eureka	(707) 444-9255
Humboldt Women for Shelter Victim/Witness Assistance Center Humboldt County District Attorney's Office	Eureka	
Victim/Witness Assistance Center Humboldt County District Attorney's Office	Eureka	
Attorney's Office		(707) 445-7417
	El Contro	
Imperial County	CI Contro	
Women Haven, Inc.	El Cellilo	(760) 353-6922
Victim/Witness Assistance Program	El Centro	(760) 339-4357
Inyo County	•	
Wild Iris	Bishop	(760) 873-6601
Victim/Witness Assistance Program Inyo County District Attorney's Office	Independence	(760) 878-0232
Kern County	·	
Women's Center High Desert	Ridgecrest	(760) 371-1969
Alliance Against Family Violence & Sexual Assault	Bakersfield	(661) 322-0931
Victim/Witness Kern County District Attorney's Office	Bakersfield	(661) 868-4535
Kings County		,
Domestic Violence Prevention Program Kings County Community Action Organization	Hanford	(559) 582-4386
Victim/Witness Kings County Probation Department	Hanford	(559) 582-2111 ext 2640
Lake County		
Sutter Lakeside Community Services	Lakeport	(707) 262-1611
Victim/Witness	Lakeport	(707) 262-4282
Lassen County		
Lassen County District Attorney Victim Witness Assistance Program	Susanville	(530) 251-8281
Lassen Family Services	Susanville	(530) 257-4599
Los Angeles County		
Victim/Witness Assistance Center Los Angeles County District Attorney's Office	Los Angeles	(213) 974-7499
Center For Pacific Asian Family, Inc.	Los Angeles	(323) 653-4045
Harriet Buhai Center for Family Law	Los Angeles	(323) 939-2174
Jenesse Center, Inc.	Los Angeles	(323) 751-1145
Good Shepard Shelter	Los Angeles	(323) 737-6111
Quicktime Resolve Services, Inc.	Los Angeles	(323) 931-4407
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- East Los Angeles Branch	Los Angeles	(323) 780-2045
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- Huntington Park Branch	Huntington Park	(323) 586-6337
Peace & Joy Care Center	Carson	(310) 898-3119
1736 Family Crisis Center	Redondo Beach	(310) 370-5902
Sojourn	Santa Monica	(310) 264-6646
Ocean Park Community Center	Santa Monica	(310) 264-6646

Rainbow Services	San Pedro	(310) 548-5450
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- Compton Branch	Compton	(310) 603-7127
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- Inglewood Branch	Inglewood	(310) 419-5175
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- Santa Monica Branch	Santa Monica	(310) 260-3678
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- Torrance Branch	Torrance	(310) 222-3599
Angel Step Inn	Downey	(562) 906-5061
Su Casa Family Crisis and Support Center	Artesia	(562) 402-4888
Women's Shelter of Long Beach	Long Beach	(562) 437-4663
Victim/Witness Assistance Center Los Angeles County District Attorney's Office – Long Beach Branch	Long Beach	(562) 491-6347
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- Norwalk Branch	Norwalk	(562) 807-7212
Interval House	Seal Beach	(562) 594-9492
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- Whittier	Whitter	(562) 907-3197
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- Alhambra Branch	Alhambra	(626) 308-5431
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- El Monte Branch	El Monte	(626) 350-4583
Haven House	Pasadena	(626) 564-8880
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- Pasadena Branch	Pasadena	(626) 356-5714
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- West Covina Branch	West Covina	(626) 813-3169
YWCA – WINGS San Gabriel	West Covina	(626) 915-5191
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- Antelope Valley Branch	Lancaster	(661) 945-6464
Antelope Valley Domestic Violence Council	Lancaster	(661) 945-6736
Association of Aid Victims of Domestic Violence	Newhall	(661) 259-8175
Haven Hills Inc	Canoga Park	(818) 887-6589
Glendale YWCA Shelter Women's Services Center	Canoga Park	(818) 887-6589
Domestic Abuse Center	Northridge	(818) 705-5030
Jewish Family Services of Los Angeles Family Violence Project	Canoga Park	(818) 887-6589
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- San Fernando Branch	San Fernando	(818) 898-2406
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- Van Nuys Branch	Van Nuys	(818) 374-3075
House of Ruth	Claremont	(909) 623-4364 ext 108
Victim/Witness Assistance Center Los Angeles County District Attorney's Office- Pomona Branch	Ponoma	(909) 620-3381

Madera County		
Madera Community Action Agency Domestic Violence Assistance	Bass Lake	(800) 355-8989
Madera Community Action Agency Domestic Violence Assistance	Madera	(800) 355-8989
Victim/Witness Assistance Center Madera Community Action Agency	Madera	(559) 661-1000
Marin County		
Marin Abused Women's Services (MAWS)	San Rafael	(415) 457-2464
Victim/Witness Marin County District Attorney's Office	San Rafael	(415) 499-6450
Mariposa County		
Mountain Crisis Services	Mariposa	(209) 742-5865
Victim/Witness District Attorney's Office	Mariposa	(209) 742-7441
Mendocino County		
ESCAPES	Gualala	(707) 884-3924
Project Sanctuary, Inc.	Fort Bragg	(707) 961-1507
Project Sanctuary, Inc.	Ukiah	(707) 462-9196
Victim/Witness Assistance Center Mendocino County District Attorney's Office	Ukiah	(707) 463-4218
Merced County		
A Women's Place of Merced County	Merced	(209) 725-7900
Victim/Witness Assistance Center Merced County District Attorney	Merced	(209) 725-3600
Modoc County	•	
T.E.A.C.H. Inc.	Alturas	(530) 233-3111
Modoc County Victim/Witness Assistance Center	Alturas	(530) 233-3311
Mono County		
Wild Iris Women's Services	Bishop	(760) 873-6601
Victim/Witness Assistance Center	Mammoth Lakes	(760) 924-5424
Monterey County		
Victim/Witness (King City)	King City	(831) 385-8325
YWCA of Monterey Peninsula	Monterey	(831) 649-0834
Victim/Witness (Monterey)	Monterey	(831) 647-7772
Shelter Outreach Plus	Salinas	(831) 422-2201
Women's Crisis Center	Salinas	(831) 757-1002
Victim/Witness (Salinas)	Salinas	(831) 755-5072
Napa County		
Napa Emergency Women's Services	Napa	(707) 252-3687
Victim/Witness Assistance Center Volunteer Center of Napa	Napa	(707) 252-6222
County, Inc.		
Nevada County		
Domestic Violence and Sexual Assault Coalition	Grass Valley	(530) 272-2046
Tahoe Women's Services	Truckee	(530) 562-1180
Victim/Witness Assistance Center	Nevada City	(530) 265-1246

Orange County		
Angel Step Inn	Downey	(562) 923-4545
Interval House	Seal Beach	(562) 594-9492
Victim/Witness Assistance Program (WTLC)	Fullerton	(714) 773-4575
Women Transitional Living Center (WTLC)	Orange	(714) 992-1931
Victim/Witness Assistance Program	Orange	(714) 935-7074
Victim/Witness Assistance Program	Santa Ana	(714) 834-4350
Victim/Witness Assistance Program	Westminister	(714) 896-7188
Victim/Witness Assistance Program	Irvine	(949) 756-0677
Victim/Witness Assistance Program	Laguna Niguel	(949) 249-5037
Human Options Inc	Newport Beach	(949) 854-3554
Victim/Witness Assistance Program	Newport Beach	(949) 476-4855
Laura's House	San Clemente	(949) 366-4973
Placer County		
Placer Women's Center	Auburn	(530) 885-0443
Victim/Witness Assistance Center Placer County District Attorney's Office	Auburn	(530) 889-5790
Tahoe Women's Services	Kings Beach	(530) 546-7804
Tahoe Women's Services	Truckee	(530) 546-7804
P.E.A.C.E. for Families	Roseville	(916) 773-7273
Plumas County		
Plumas Rural Services Domestic Violence Shelter	Quincy	(530) 283-5675
Plumas County Victim Assistance	Quincy	(530) 283-6285
Riverside County		
Shelter From The Storm	Palm Desert	(760) 328-7233
Victim/Witness Assistance Center Riverside County District Attorney's Office – Banning Office	Banning	(909) 922-7136
Victim/Witness Assistance Center Riverside County District Attorney's Office – Hemet Office	Hemet	(909) 766-2385
Victim/Witness Assistance Center Riverside County District Attorney's Office – Indio Office	Indio	(760) 863-8408
Alternatives to Domestic Violence	Riverside	(909) 320-1374
Victim/Witness Assistance Center Riverside County District Attorney's Office	Riverside	(909) 955-5450
Sacramento County	•	
Women Escaping A Violent Environment, Inc. (WEAVE)	Sacramento	(916) 448-2321
Victim/Witness Assistance Center Sacramento County District Attorney's Office	Sacramento	(916) 875-2654
San Benito County	· ·	
Community Solutions	Hollister	(408) 683-4118
San Benito County Victim Witness Assistance Center	Hollister	(831) 637-8244
San Bernardino County		
Desert Sanctuary Inc	Barstow	(619) 252-3441
San Bernardino County District Attorney's Office Victim/Witness Assistance Center (Barstow)	Barstow	(760) 256-4802
Morongo Basin Unity Home, Inc.	Joshua Tree	(760) 366-9663
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San Bernardino County District Attorney's Office Victim/Witness Assistance Center (Joshua Tree)	Joshua Tree	(760) 366-5740
High Desert Domestic Violence Program	Victorville	(760) 244-0094
San Bernardino County District Attorney's Office Victim/Witness Assistance Center (Victorville, Adelanto, Hesperia, Big Bear, (Morongo)	Victorville	(760) 243-8620
Victor Valley Domestic Violence	Victorville	(760) 955-8010
Doves of Big Bear Valley, Inc. (DOVES)	Big Bear Lake	(909) 866-1548
San Bernardino County District Attorney's Office Victim/Witness Assistance Center (Fontana, Bloomington, Rialto)	Fontana	(909) 356-3414
San Bernardino County District Attorney's Office Victim/Witness Assistance Center (Rancho Cucamonga, Alta Loma, Upland, Ontario, Montclair, Etiwanda)	Rancho Cucamonga	(909) 945-4241
Option House, Inc.	San Bernardino	(909) 381-3471
San Bernardino County District Attorney's Office Victim/Witness Assistance Center (San Bernardino, Highland, Loma Linda, Colton, Muscoy)	San Bernardino	(909) 387-6540
San Diego County		
South Bay Community Services	Chula Vista	(619) 420-3620
Center For Community Solutions	San Diego	(619) 267-8023
Victim/Witness Assistance Center San Diego County District Attorney's Office	San Diego	(619) 531-4041
YWCA – Casa de Paz	San Diego	(619) 239-0355
EYE Counseling & Crisis Services	Escondido	(760) 747-6281
Victim/Witness Assistance Center San Diego County District Attorney's Office	Vista	(760) 806-4079
San Francisco County		
Asian Women's Shelter	San Francisco	(415) 751-7110
Donalbina Cameron House	San Francisco	(415) 781-0401
La Casa de la Madres	San Francisco	(415) 777-1808
Riley Center	San Francisco	(415) 255-2894
Rosalie House	San Francisco	(415) 255-2894
Victim/Witness San Francisco County District Attorney's Office	San Francisco	(415) 553-9050
WOMAN, Inc.	San Francisco	(415) 864-4722
San Joaquin County		,
Women's Center of San Joaquin County	Lodi	(209) 333-7684
Women's Center of San Joaquin County	Stockton	(209) 941-2611
Victim/Witness Assistance Center San Joaquin County District Attorney's Office	Stockton	(209) 468-2500
Women's Center of San Joaquin County	Tracy	(209) 833-0300
San Luis Obispo County		
North County Women's Resource Center and Shelter	Atascadero	(805) 461-1338
Women's Shelter Program, Inc. of San Luis Obispo	San Luis Obispo	(805) 781-6401
Victim/Witness Assistance Center San Luis Obispo County District Attorney's Office	San Luis Obispo	(805) 781-5821

San Mateo County		
Center for Domestic Violence Prevention	San Mateo	(650) 312-8515
Victim/Witness Assistance Center San Mateo County District Attorney's Office	South San Francisco	(650) 877-5492
Sor Juana Ines Services for Abused Women	Burlingame	(800) 300-1080
Santa Barbara County		
Shelter Services For Women Lompoc Shelter	Lompoc	(805) 735-1834
Shelter Services For Women Santa Barbara Shelter	Santa Barbara	(805) 964-0500
Victim/Witness Assistance Center Santa Barbara County District Attorney's Office	Santa Barbara	(805) 568-2400
Shelter Services For Women Santa Maria Shelter	Santa Maria	(805) 928-8701
Victim/Witness Assistance Center Office of the District Attorney	Santa Maria	(805) 346-7529
Santa Clara County		
Discover Alternatives	Gilroy	(408) 638-4118
Support Network for Battered Women	Mountain View	(650) 940-7850
Asian Americans for Community Involvement	San Jose	(408) 975-2730
Next Door Solutions to Domestic Violence	San Jose	(408) 279-7550
Victim/Witness Center, Santa Clara County National	San Jose	(408) 295-2656
Conference for Community and Justice		
Santa Cruz County		
Walnut Avenue Women's Center	Santa Cruz	(831) 426-3062
Victim Services Division, Santa Cruz County	Santa Cruz	(831) 454-2010
Shasta County		
Shasta County Women's Refuge, Inc.	Redding	(530) 244-0117
Victim/Witness Assistance Center Shasta County District Attorney's Office	Redding	(530) 225-5220
Sierra County		
Plumas Rural Services Domestic Violence Shelter	Quincy	(530) 283-5675
Sierra County Victim/Witness	Loyalton	(530) 993-4617
Siskiyou County		
Siskiyou Domestic Violence & Crisis Center	Yreka	(530) 842-4068
Victim/Witness Assistance Center Siskiyou County District Attorney's Office	Yreka	(530) 842-8229
Solano County		
Victim/Witness Assistance Center District Attorney's Office	Fairfield	(707) 421-6844
Victim/Witness Assistance Center District Attorney's Office	Vallejo	(707) 553-5400
Sonoma County		
YWCA Women's Emergency Shelter	Santa Rosa	(707) 546-1234
Sonoma County Victim Assistance Center Sonoma County Probation Dept	Santa Rosa	(707) 565-8250
Stanislaus County		
Haven Women's Center	Modesto	(209) 524-4332
Victim Services Program Stanislaus County District Attorney's Office	Modesto	(209) 525-5550

Sutter County		
Casa de Esparanza, Inc.	Yuba City	(530) 674-5400
Victim/Witness Assistance Program Sutter County District Attorney	Yuba City	(530) 822-7345
Tehama County	*	
Alternatives to Violence	Red Bluff	(800) 324-6473
Tehama County Victim/Witness Program	Red Bluff	(530) 527-4296
Trinity County		
Human Response Network (H.R.N.)	Weaverville	(530) 623-2024
Victim/Witness	Weaverville	(530) 623-1205
Tulare County		
Central California Family Crisis Center	Porterville	(559) 781-7462
Tulare Battered Women's Shelter	Tulare	(559) 901-4141
Visalia Battered Women's Shelter	Visalia	(800) 448-2044
Family Services of Tulare County	Visalia	(559) 732-5941
Victim/Witness Assistance Center Tulare County District Attorney's Office	Visalia	(559) 733-6754
Tuolumne County		
Mountain Women's Resource Center	Sonora	(209) 533-3401
Victim/Witness Tuolumne County District Attorney's Office	Sonora	(209) 533-5642
Ventura County		
Interface Children and Family Services	Camarillo	(800) 339-9597
Coalition Against Domestic Violence & Sexual Violence	Ventura	(805) 656-1111
Yolo County		
Sexual Assault and Domestic Violence Center	Woodland	(800) 662-1133
Victim/Witness Assistance Center Yolo County District	Woodland	(530) 666-8208
Attorney's Office		
Yuba County		
Casa de Esparanza Inc.	Yuba City	(530) 674-5400
Victim/Witness Assistance Center Yuba County Probation Department	Marysville	(530) 741-6275